

**RESOLUTION BY  
CITY UTILITIES COMMITTEE**

**02-*R*-2056**

A RESOLUTION ESTABLISHING THE COMPENSATION LIMITS FOR US INFRASTRUCTURE, INC FOR CONTRACT FC-7259-00, PROFESSIONAL SERVICES FOR GREENWAY ACQUISITION DURING PHASE 1 OF THE CONTRACT FROM JANUARY 01, 2003 THROUGH DECEMBER 31, 2003, PURSUANT TO THE TERMS AND CONDITIONS OF THE CONTRACT, IN AN AMOUNT NOT TO EXCEED \$1,262,000.00 TO BE CHARGED AND PAID FROM FUND ACCOUNT CENTER NUMBER: 2J26 524001 M51104019999.

**WHEREAS**, the City has therefore entered into Contract FC 7259-00, Professional Services for Greenway Acquisition for property acquisition services for Greenway Properties along the "Designated Streams" as defined by the CSO Consent Decree on behalf of the Department of Watershed Management pursuant to Resoultion 00-R-2091, adopted on January 2, 2001; and approved by the Mayor January 8, 2001; and

**WHEREAS**, the Contract provide that the compensation limits for Phase One and subsequent years shall be established annually by the Department of Watershed Management, subject to approval of the City Council of the total not to exceed cost to the City during each year; and

**WHEREAS**, it is now necessary to establish the compensation limits for Phase 1 of the contract term in an amount not to exceed \$1,262,000.00.

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA**, that the compensation limits for Phase 1 of the Term of said Contract FC 7259-00, Professional Services for Greenway Acquisition with US Infrastructure, Inc., be and hereby are established in accordance with the applicable provisions thereof up to a total amount not to exceed \$1,262,000.00.

**BE IT FURTHER RESOLVED**, that contracted work shall be charged to and paid from fund, account and center number: 2J26 524001 M51104019999.

11/7/02 BPRE (KOB)



SHIRLEY FRANKLIN  
MAYOR

## CITY OF ATLANTA

55 TRINITY AVENUE SW, SUITE 5400, SOUTH BLDG.  
ATLANTA, GEORGIA 30335-0310  
OFFICE 404-330-6081  
FAX 404-658-7194

DEPARTMENT OF  
WATERSHED MANAGEMENT  
JACK E. RAVAN  
Commissioner

### MEMORANDUM

TO: Felicia Strong-Whitaker

C: Keith Brooks

FROM: Susan Rutherford

DATE: October 30, 2002

Re: **USInfrastructure Contract**  
**FC-7259-00, Professional Services for Greenway Acquisition**

We respectfully request the assistance of your office in preparing legislation to approve USI's budget for Greenway Acquisition services.

The amount needed for January through December 2003 is **\$1,262,115.50** (this includes \$250,000 for sewer ROW acquisition as amended, plus \$75,000 for proposed promotional materials). FAC: 2J26 524001 M51I0401999.

You will notice that the attached budget estimates and scope of work submitted by USI include amounts for 2 years. We have negotiated with them to approve the budget for only 1 year; the highlighted figures in the table below show the negotiated amounts for each task:

<b>Task</b>	<b>Name</b>	<b>2-year amount</b>	<b>1-year amount</b>
A	Project Management & Coordination	\$ 301,688.00	\$ 150,844.00
B	Negotiation and Acquisition	\$ 501,096.00	\$ 250,548.00
C	Public Relations, Education, SAC Coordination	\$ 250,920.00	\$ 200,460.00
D	Restoration Projects	\$ 76,592.00	\$ 38,296.00
E	EPA/EPD Reports	\$ 75,800.00	\$ 37,900.00
F	GIS Mapping and Support	\$ 120,816.00	\$ 60,408.00
G	Greenway Property Monitoring	\$ 76,944.00	\$ 38,472.00
	Other Direct Costs	\$ 470,375.00	\$ 235,187.50
H	ROW Acquisition: Project Management and Coordination	\$ 150,000.00	\$ 75,000.00
I	ROW Acquisition: Negotiation and Acquisition	\$ 350,000.00	\$ 175,000.00
	<b>TOTAL NOT-TO-EXCEED BUDGET</b>	<b>\$ 2,374,231.00</b>	<b>\$1,262,115.50</b>

We will be drafting an ordinance to transfer funds into the account referenced above, and would prefer that the two papers travel together. As you know, our ordinance will need to go to Finance Committee Nov. 13 in order to be adopted by the end of the year.

Please let me know how I can assist with moving the process forward. Thank you for your help.

**DRAFT**

Assumptions Made During the Development of the Budget Estimate for Phase I of the Greenway Acquisition Project (January 1, 2003 through December 31, 2004)<sup>3</sup>

Contract No. FC-7259-00

The following assumptions were made during the development of the budget estimate for the Greenway Acquisition Project funding renewal:

- Phase I of the Greenway Acquisition Project will begin on January 1, 2003 and end on December 31, 2004 (The Pilot Phase of the Greenway Acquisition Project is funded until December 31, 2002).
- The City will contact approximately 300 property owners and conduct approximately 125 negotiations for the acquisition of properties during Phase I of the Greenway Acquisition Project (January 1, 2003 through December 31, 2004).
- In addition to acquisition services, USI will assist the City with public education and participation; review of potential restoration projects and preparation of proposals to EPA/EPD for the same; GIS mapping; and website and Internet Mapping Server support and development.

USI proposes to establish a not-to-exceed budget of \$1,874,231.00. USI will invoice the City based on the unit rates established in the Greenway Acquisition contract (see attached new rates). Expenses will be billed at cost with no markup. The monthly invoices will show the amount expended by task with a total for the invoice period and the cumulative amount expended. If the not-to-exceed budget is not exhausted on December 31, 2004, the remaining amount will be applied to the next contract period.

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**CITY OF ATLANTA GREENWAY ACQUISITION PROJECT IMPLEMENTATION  
TASKS AND PROPOSED COST SUMMARY**

**Contract No: FC-7259-00**

**Phase I**

**January 1, 2003 through December 31, 2004**

**Task A: Project Management and Coordination**

- Communicating and reporting Greenway Acquisition activities to the City
- Coordinating Greenway Acquisition activities
- Monitoring the 10% public access or use limitation
- Monitoring the 15% expenditure requirement for the Chattahoochee River corridor south of Utoy Creek
- Archiving acquisition data in digital and hard copy
- Developing and coordinating public access applications to the EPA/EPD
- Coordinating with the PMCM Team (quarterly reports, monthly meetings, SSES and sewer rehabilitation activities, etc.)

**Task A Total:**

~~\$301,688.00~~  
**\$150,844**

**Task B: Negotiation and Acquisition**

- Preparing and sending contact letters
- Preparing and updating property cost data books for targeted stream segments
- Meeting with property owners and negotiating donations and conservation easements
- Meeting with property owners and negotiating fee simple acquisitions
- Performing title searches and title report reviews
- Performing property surveys
- Performing appraisals
- Performing appraisal reviews
- Coordinating estimated just compensation
- Performing Phase I Environmental Site Assessments
- Collecting and analyzing environmental samples as needed.
- Preparing closing documents
- Coordinating property closings.
- Preparing property files and transmitting to the City

**Task B Total:**

~~\$501,096.00~~  
**\$250,548**

### Task C: Public Relations and Education and SAC Coordination

- Preparing and distributing brochures
- Coordinating and attending SAC meetings
- Conducting property owner education
- Conducting public education including presentations, web site updates, and preparing written material
- Coordinating with other jurisdictions on Greenway acquisitions
- Coordinating with other land protection entities (land trusts, environmental groups) on Greenway acquisitions
- Updating and coordinating with Neighborhood Planning Units (NPU) and the Atlanta Planning Advisory Board (APAB)
- Updating and communicating with the City Council
- Updating, communicating, and coordinating with other City Departments
- Assisting with press conferences, public events, and property protection celebrations/ribbon-cuttings
- *Promotional video development*

*\$ 200,460*

Task C Total:

~~\$250,920.00~~

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### Task D: Restoration Projects

- Performing feasibility studies
- Preparing and submitting proposals for restoration projects to the EPA/EPD for approval
- Performing design of restoration projects
- Performing construction management of restoration projects

*\$ 38,296*

Task D Total:

~~\$76,592.00~~

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### Task E: EPA/EPD Reports

- Collecting data needed for the preparation of semi-annual progress reports
- Preparing semi-annual progress reports and submitting them to the EPA/EPD, Citizen Plaintiffs, City, and public repositories
- Collecting and analyzing data related to public and environmental health
- Collecting data needed to prepare a Final Greenway Acquisition Project Completion Report
- Preparing the Final Greenway Acquisition Project Completion Report and submitting it to the EPA/EPD, Citizen Plaintiffs, City, and public repositories

*\$ 37,900*

Task E Total:

~~\$75,800.00~~

**Task F: GIS and Mapping Support**

- Maintaining and updating the Internet Mapping Server (IMS)
- Collecting, converting, and developing updated parcel boundaries, ownership data, and other data layers
- Developing maps and data for presentations, meetings, coordination efforts, and as requested by the City
- Maintaining and updating the project website
- Coordinating with project area GIS departments and coordinating GIS data among project area entities

**Task F Total:**

~~\$120,816.00~~  
\$60,408

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**Task G: Greenway Property Monitoring**

- Inspecting acquired Greenway Properties twice yearly
- Coordinating regular maintenance activities
- Developing and maintaining reports and documentation of inspections
- Coordinating and inspecting remedial maintenance activities, as needed
- Reviewing construction plans and specifications to ensure compliance with the Consent Decree and the Standard Operating Procedures (SOPs) for utility construction and maintenance within the Greenway Properties
- Reviewing public access plans and specifications to ensure compliance with the requirements of the Greenway Acquisition Plan and the Consent Decree

**Task G Total:**

~~\$76,944.00~~  
\$38,472

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**Other Direct Costs**

- Appraisals
- Titles and closings
- Negotiations
- Mileage
- Reproduction and transmittal of maps and reports
- Property surveys
- Laboratory analysis, as needed
- Software updates and miscellaneous expenses

**Expense Total:**

~~\$470,375.00~~  
\$235,187.50

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**Grand Total**

**\$1,874,231.00**

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CITY OF ATLANTA GREENWAY ACQUISITION PROJECT IMPLEMENTATION, CONTRACT NO. FC-7259-00

ESTIMATED MANDAYS FOR TASKS TO BE COMPLETED  
FOR PHASE I (JANUARY 2003 THROUGH DECEMBER 2004)

July 1, 2002

Task A - Project Management and Coordination

		Mandays										
		Project Director	Project Manager	Env. Engineer	Landscape Architect	Acquisition Agent	Appraiser	Sr. GIS Analyst	GIS Analyst/ Programmer	Planner	Contract Administrator	Clerical
A-1	Communicating and reporting acquisition activities to the City	16	25	2	0	0	0	2	0	4	2	6
A-2	Coordinating all acquisition activities	8	30	4	0	0	0	1	8	4	1	8
A-3	Monitoring the 10% public access or use limitation for the Greenway Acquisition Properties	4	8	4	8	0	0	1	8	4	0	0
A-4	Monitoring the 15% expenditure requirements for the Chattahoochee River corridor south of Utty Creek	4	8	4	0	0	0	0	4	4	0	0
A-5	Archiving acquisition data in hard copy	4	8	8	4	0	0	10	50	24	2	16
A-6	Develop and coordinate public access applications to the EPA/EPD for the Greenway Acquisition Properties	2	6	4	4	0	0	2	2	4	0	4
A-7	Coordinating with the PNCM Team including quarterly reports, monthly meetings, and SSES and sewer rehabilitation	4	25	10	2	0	0	8	25	6	2	4

Subtotal for Task A	42	110	36	18	0	0	24	87	80	7	38
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422

Task B - Negotiations and Acquisitions

		Mandays										
		Project Director	Project Manager	Env. Engineer	Landscape Architect	Acquisition Agent	Appraiser	Sr. GIS Analyst	GIS Analyst/ Programmer	Planner	Contract Administrator	Clerical
B-1	Preparing and sending contact letters	2	15	0	0	15	0	15	20	20	0	12
B-2	Meeting with property owners and negotiating donations and conservation easements	6	15	2	0	30	0	0	0	8	0	4
B-3	Meeting with property owners and negotiating fee simple acquisitions	6	15	4	0	30	0	0	0	8	0	6
B-4	Performing title searches and title report reviews	0	6	0	0	15	0	2	2	6	0	10
B-5	Performing surveys	0	8	6	2	10	0	2	4	2	0	10
B-6	Preparing and updating cost data books	0	2	4	0	5	20	2	4	4	0	8
B-7	Performing appraisals and appraisal reviews	0	2	4	0	5	25	2	4	4	0	0
B-8	Coordinating estimated just compensation	0	4	1	0	4	4	0	0	2	0	5
B-9	Performing Phase I Environmental Site Assessments	8	15	50	0	0	0	30	45	15	0	10
B-10	Collecting and analyzing environmental samples, as needed	0	4	18	0	0	0	0	2	2	0	0
B-11	Coordinating property closings and preparing closing documents	0	10	16	0	10	2	4	10	8	4	20
B-12	Preparing property files and transmitting completed files to the City	2	10	4	0	5	2	4	10	6	4	20

Subtotal for Task B	24	108	109	2	129	53	61	101	83	8	103
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779

Task C - Public Relations and Education and SAC Coordination

		Mandays										
		Project Director	Project Manager	Env. Engineer	Landscape Architect	Acquisition Agent	Appraiser	Sr. GIS Analyst	GIS Analyst/ Programmer	Planner	Contract Administrator	Clerical
C-1	Preparing and distributing brochures	0	8	0	2	0	0	0	4	10	0	6
C-2	Coordinating and attending SAC meetings	2	10	1	0	2	0	1	2	10	0	6
C-3	Conducting property owner education	1	12	1	0	20	0	1	8	15	0	2
C-4	Conducting public education including presentations, web site updates, and preparing written material	2	8	1	2	0	0	15	30	12	0	6
C-5	Coordinating with other jurisdictions and other land protection entities on Greenway Acquisitions	2	12	0	0	0	0	8	20	12	0	2
C-6	Updating and coordinating with APAB, the NPLs, City Council and other City departments on Greenway acquisitions	2	12	0	0	0	0	4	20	20	0	4
C-7	Assisting and supporting with press conferences and Greenway-related public events and celebrations	1	10	0	2	0	0	2	12	20	0	8

Subtotal for Task C	10	72	3	6	22	0	31	98	99	0	34
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373

Task D - Restoration Projects

		Mandays										
		Project Director	Project Manager	Env. Engineer	Landscape Architect	Acquisition Agent	Appraiser	Sr. GIS Analyst	GIS Analyst/ Programmer	Planner	Contract Administrator	Clerical
D-1	Performing feasibility studies	1	2	25	1	0	0	1	4	4	0	2
D-2	Performing design and construction management of restoration projects	2	2	20	4	0	0	1	4	0	0	2
D-3	Preparing and submitting proposals for restoration projects to the EPA/EPD	0	2	20	1	0	0	1	4	4	0	2

Subtotal for Task D	3	6	65	6	0	0	3	12	8	0	6
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109

Task E - EPA/EPD Reports

		Mandays										
		Project Director	Project Manager	Env. Engineer	Landscape Architect	Acquisition Agent	Appraiser	Sr. GIS Analyst	GIS Analyst/Programmer	Planner	Contract Administrator	Clerical
E-1	Collecting data needed for the preparation of semi-annual progress reports	0	4	2	1	1	1	2	4	6	0	1
E-2	Preparing semi-annual progress reports and submitting them to the EPA/EPD, Citizen Plaintiffs, City, and public repositories	1	4	4	2	0	0	2	6	4	0	6
E-3	Collecting and analyzing data related to public and environmental health	1	2	4	0	0	0	2	4	0	0	0
E-4	Collecting data needed to prepare a Final Greenway Acquisition Project Completion Report	1	2	4	2	0	0	2	6	4	0	1
E-5	Preparing the Final Greenway Acquisition Project Completion Report and submitting it to the EPA/EPD, Citizen Plaintiffs, City, and public repositories	1	4	6	0	0	0	2	6	4	0	1

<b>Subtotal for Task E</b>		4	16	20	6	1	1	10	26	18	0	8
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Task F - GIS and Mapping Support

		Mandays										
		Project Director	Project Manager	Env. Engineer	Landscape Architect	Acquisition Agent	Appraiser	Sr. GIS Analyst	GIS Analyst/Programmer	Planner	Contract Administrator	Clerical
F-1	Maintaining and updating the Internet Mapping Server (IMS)	0	1	0	0	0	0	8	18	1	0	1
F-2	Collecting, converting, and developing updated parcel boundaries, ownership data, and other data layers	0	2	1	0	0	0	8	18	2	0	1
F-3	Data provision and mapping and archiving GIS data	1	2	1	0	0	0	8	30	2	0	1
F-4	Website support and development	0	2	0	0	0	0	8	18	2	0	0
F-5	Coordinating with project area GIS departments and coordinating GIS data among project area entities	1	2	1	0	0	0	10	25	1	0	1

<b>Subtotal for Task F</b>		2	9	3	0	0	0	42	109	8	0	4
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Task G - Greenway Property Monitoring

		Mandays										
		Project Director	Project Manager	Env. Engineer	Landscape Architect	Acquisition Agent	Appraiser	Sr. GIS Analyst	GIS Analyst/Programmer	Planner	Contract Administrator	Clerical
G-1	Inspecting acquired Greenway Properties twice yearly	0	4	8	2	0	0	2	4	6	0	0
G-2	Developing and maintaining reports and documentation of inspections	0	4	8	4	0	0	6	10	6	0	4
G-3	Coordinate and follow-up on required corrective actions, if needed	0	2	4	0	0	0	1	0	2	0	0
G-4	Review construction plans and specs to ensure adherence to Greenway requirements	1	2	8	0	0	0	1	1	2	0	0
G-5	Review public access plans and specs to ensure adherence to Greenway requirements	1	2	8	2	0	0	1	1	2	0	0

<b>Subtotal for Task G</b>		2	14	36	8	0	0	11	18	18	0	4
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<b>Task Totals</b>		45	223	236	27	152	54	182	360	234	15	160
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110

1688

ESTIMATED COST FOR TASKS TO BE COMPLETED

FOR PHASE I (JANUARY 2003 THROUGH DECEMBER 2004)

July 1, 2002

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**Task A - Project Management and Coordination**

Classification	Mandays	Hour/Day	Hourly Rate	Total
Project Director	42	x	\$126.00	\$42,336.00
Project Manager	110	x	\$101.00	\$88,880.00
Env. Engineer	36	x	\$90.00	\$25,920.00
Landscape Architect	18	x	\$90.00	\$12,960.00
Acquisition Agent	0	x	\$69.00	\$0.00
Appraiser	0	x	\$79.00	\$0.00
Sr. GIS Analyst	24	x	\$90.00	\$17,280.00
GIS Analyst/ Programmer	97	x	\$83.00	\$64,408.00
Planner	50	x	\$83.00	\$33,200.00
Contract Administrator	7	x	\$54.00	\$3,024.00
Clerical	38	x	\$45.00	\$13,680.00
<b>Total</b>	<b>422</b>			<b>\$301,688.00</b>

**Task B - Negotiations and Acquisitions**

Classification	Mandays	Hour/Day	Hourly Rate	Total
Project Director	24	x	\$126.00	\$24,192.00
Project Manager	106	x	\$101.00	\$85,648.00
Env. Engineer	109	x	\$90.00	\$78,480.00
Landscape Architect	2	x	\$90.00	\$1,440.00
Acquisition Agent	129	x	\$69.00	\$71,208.00
Appraiser	53	x	\$79.00	\$33,496.00
Sr. GIS Analyst	61	x	\$90.00	\$43,920.00
GIS Analyst/ Programmer	101	x	\$83.00	\$67,064.00
Planner	83	x	\$83.00	\$55,112.00
Contract Administrator	8	x	\$54.00	\$3,456.00
Clerical	103	x	\$45.00	\$37,080.00
<b>Total</b>	<b>779</b>			<b>\$501,096.00</b>

**Task C - Public Relations and Education and SAC Coordination**

Classification	Mandays	Hour/Day	Hourly Rate	Total
Project Director	10	x 8	\$126.00	\$10,080.00
Project Manager	72	x 8	\$101.00	\$58,176.00
Env. Engineer	3	x 8	\$90.00	\$2,160.00
Landscape Architect	6	x 8	\$90.00	\$4,320.00
Acquisition Agent	22	x 8	\$69.00	\$12,144.00
Appraiser	0	x 8	\$79.00	\$0.00
Sr. GIS Analyst	31	x 8	\$90.00	\$22,320.00
GIS Analyst/ Programmer	96	x 8	\$83.00	\$63,744.00
Planner	99	x 8	\$83.00	\$65,736.00
Contract Administrator	0	x 8	\$54.00	\$0.00
Clerical	34	x 8	\$45.00	\$12,240.00
<b>Total</b>	<b>373</b>			<b>\$250,920.00</b>

**Task D - Restoration Projects**

Classification	Mandays	Hour/Day	Hourly Rate	Total
Project Director	3	x 8	\$126.00	\$3,024.00
Project Manager	6	x 8	\$101.00	\$4,848.00
Env. Engineer	65	x 8	\$90.00	\$46,800.00
Landscape Architect	6	x 8	\$90.00	\$4,320.00
Acquisition Agent	0	x 8	\$69.00	\$0.00
Appraiser	0	x 8	\$79.00	\$0.00
Sr. GIS Analyst	3	x 8	\$90.00	\$2,160.00
GIS Analyst/ Programmer	12	x 8	\$83.00	\$7,968.00
Planner	8	x 8	\$83.00	\$5,312.00
Contract Administrator	0	x 8	\$54.00	\$0.00
Clerical	6	x 8	\$45.00	\$2,160.00
<b>Total</b>	<b>109</b>			<b>\$76,592.00</b>

Task E - EPA/EPD Reports

Classification	Mandays	Hour/Day	Hourly Rate	Total
Project Director	4	x 8	\$126.00	\$4,032.00
Project Manager	16	x 8	\$101.00	\$12,928.00
Env. Engineer	20	x 8	\$90.00	\$14,400.00
Landscape Architect	5	x 8	\$90.00	\$3,600.00
Acquisition Agent	1	x 8	\$69.00	\$552.00
Appraiser	1	x 8	\$79.00	\$632.00
Sr. GIS Analyst	10	x 8	\$90.00	\$7,200.00
GIS Analyst/ Programmer	26	x 8	\$83.00	\$17,264.00
Planner	18	x 8	\$83.00	\$11,952.00
Contract Administrator	0	x 8	\$54.00	\$0.00
Clerical	9	x 8	\$45.00	\$3,240.00
<b>Total</b>	<b>110</b>			<b>\$75,800.00</b>

Task F- GIS and Mapping Support

Classification	Mandays	Hour/Day	Hourly Rate	Total
Project Director	2	x 8	\$126.00	\$2,016.00
Project Manager	9	x 8	\$101.00	\$7,272.00
Env. Engineer	3	x 8	\$90.00	\$2,160.00
Landscape Architect	0	x 8	\$90.00	\$0.00
Acquisition Agent	0	x 8	\$69.00	\$0.00
Appraiser	0	x 8	\$79.00	\$0.00
Sr. GIS Analyst	42	x 8	\$90.00	\$30,240.00
GIS Analyst/ Programmer	109	x 8	\$83.00	\$72,376.00
Planner	8	x 8	\$83.00	\$5,312.00
Contract Administrator	0	x 8	\$54.00	\$0.00
Clerical	4	x 8	\$45.00	\$1,440.00
<b>Total</b>	<b>177</b>			<b>\$120,816.00</b>

Task G- Greenway Property Monitoring

Classification	Mandays	Hour/Day	Hourly Rate	Total
Project Director	2	x 8	\$126.00	\$2,016.00
Project Manager	14	x 8	\$101.00	\$11,312.00
Env. Engineer	36	x 8	\$90.00	\$25,920.00
Landscape Architect	8	x 8	\$90.00	\$5,760.00
Acquisition Agent	0	x 8	\$69.00	\$0.00
Appraiser	0	x 8	\$79.00	\$0.00
Sr. GIS Analyst	11	x 8	\$90.00	\$7,920.00
GIS Analyst/ Programmer	16	x 8	\$83.00	\$10,624.00
Planner	18	x 8	\$83.00	\$11,952.00
Contract Administrator	0	x 8	\$54.00	\$0.00
Clerical	4	x 8	\$45.00	\$1,440.00
<b>Total</b>	<b>109</b>			<b>\$76,944.00</b>

EXPENSES

Appraisals	\$131,250.00
Title and closing	\$78,125.00
Negotiations	\$97,500.00
Mileage	\$5,000.00
Reproduction and transmittal of maps and reports	\$2,500.00
Property surveys	\$150,000.00
Laboratory analysis	\$1,000.00
Software updates and miscellaneous expenses	\$5,000.00
<b>Total</b>	<b>\$470,375.00</b>
<b>GRAND TOTAL</b>	<b>\$1,874,231.00</b>

**DRAFT**

**CITY OF ATLANTA  
RIGHT-OF-WAY ACQUISITION SERVICES**

Scope of Work Description:

The acquisition of rights-of-way for the City of Atlanta requires the timely completion of acquisition activities in accordance with applicable local, state, and federal laws and regulations. In addition to complying with City of Atlanta purchasing protocols, rights-of-way acquisitions may require certifying the locations of the rights-of-way; relocating some of the affected persons, businesses, and public and private utilities; and removing obstructions.

Right-of-way acquisition will necessitate preparing proposals for property appraisals, reviewing appraisals, performing title research, negotiating with property owners, preparing acquisition documents for City review and signature, scheduling of closings and associated closing documentation, and preparing deeds and plats to be recorded with the Clerk of the Superior Court. All acquisition-related documentation will be recorded and archived.

In order to facilitate coordination with City departments and projects, rights-of-way acquisitions will need to be entered into the project GIS and the Internet Mapping Server (IMS). This will provide a digital coverage of the City's acquisitions that can be overlaid with Public Works and other departmental data to establish reference data for future projects and improvements.

Assumptions:

It is assumed that the rights-of-way acquisition activities will continue at a pace similar to that experienced during the Pilot Phase of the Greenway Acquisition Project. The proposed not-to-exceed budget was developed based on the experience from the Pilot Phase.

Budget:

USI proposes to establish a not-to-exceed budget of \$500,000 for providing rights-of-way acquisition services for the time period of January 1, 2003 through December 31, 2004. Activities conducted as right-of-way acquisition services will be billed against the proposed \$500,000 not-to-exceed budget using the hourly rates and unit rates provided.

**DRAFT**

**CITY OF ATLANTA RIGHT-OF-WAY ACQUISITION SERVICES  
TASK AND PROPOSED COST SUMMARY**

**Proposed  
Not-to-Exceed  
Budget**

**Task A: Project Management and Coordination**

- Overall project management and coordination
- Communicating with and reporting on ROW acquisition activities to the City
- Coordinating ROW acquisition activities
- Data provision and mapping
- Archiving acquisition data in hard copy and GIS
- Maintaining complete and accurate records for all property acquisitions
- Coordinating with other land acquisition efforts

\$75,000

**Task A Total**

\$150,000

**Task B: Negotiation and Acquisition**

- Preparing acquisition documents including proposals for property appraisals and documents to be forwarded to the City for the City's signature
- Negotiating easements
- Negotiating fee simple acquisitions
- Performing title searches
- Performing surveys
- Performing appraisals
- Performing appraisal reviews and making recommendations for award
- Coordinating estimated just compensation
- Preparing suit information packages for any acquisitions by eminent domain and Submitting packages to the City legal department or agent of the City
- Certifying ROW, including performing relocation services and coordinating removal of obstructions
- Scheduling closings and preparing closing documents
- Having all deeds and plats recorded with the Clerk of the Superior Court of the Appropriate county
- Preparing and transmitting completed files

\$175,000

**Task B Total**

\$350,000

**TOTAL NOT-TO-EXCEED BUDGET**

\$500,000

**DRAFT**

**CITY OF ATLANTA RIGHT-OF-WAY ACQUISITION SERVICES  
TASK AND PROPOSED COST SUMMARY (Continued)**

**UNIT RATES:**

<u>Labor Category</u>	<u>Hourly Rate</u>
Project Director	\$126
Project Manager	\$101
Env. Engineer	\$90
Landscape Architect	\$90
Acquisition Agent	\$69
Appraiser	\$79
Sr. GIS Analyst	\$90
GIS Analyst/Programmer	\$83
Planner	\$83
Contract Administrator	\$54
Clerical	\$45

**OTHER DIRECT COSTS:**

<u>Item</u>	<u>Unit Rate</u>
Appraisal	\$1,050 per property
Title & Closing	\$625 per property
Negotiations	\$780 per property

**\*Other approved expenses will be billed at cost (no mark-up).**

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

*Deborah H. Brank*  
Commissioner's Signature

*Greg Pridgeon*  
Purchasing Agent's Signature

Originating Department: DWM

Contact Person: Keith Brooks x 6382

Committee(s) of Purview: City Utilities

Council Deadline: November 8, 2002

Committee Meeting Dates(s): November 12-13, 2002

Full Council Date: November 18, 2002

**CAPTION**

A RESOLUTION ESTABLISHING THE COMPENSATION LIMITS FOR US INFRASTRUCTURE, INC FOR CONTRACT FC-7259-00, PROFESSIONAL SERVICES FOR GREENWAY ACQUISITION DURING PHASE 1 OF THE CONTRACT FROM JANUARY 01, 2003 THROUGH DECEMBER 31, 2003, PURSUANT TO THE TERMS AND CONDITIONS OF THE CONTRACT, IN AN AMOUNT NOT TO EXCEED \$1,262,000.00 TO BE CHARGED AND PAID FROM FUND ACCOUNT CENTER NUMBER: 2J26 524001 M51104019999.

**BACKGROUND**

To provide property acquisition services for Greenway Properties along the "Designated Streams" as defined by the CSO Consent Decree during Phase 1 of the Contract.

**FINANCIAL IMPACT (if any)      \$1,262,000.00**

*Mayor's Staff Only*

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Received by Mayor's Office: 11/14/02 (date) Reviewed by: *GP* (initials) (date)

Submitted to Council: \_\_\_\_\_ (date)

Action by Committee:     Approved     Adversed     Held     Amended  
    Substitute     Referred     Other